

CANVaS Tip Sheet #2

TIPS on completing CANS assessments in CANVaS
correctly


TIPS on CANVaS Modules


(What types are there, how, when and why do I use...or not use...them?)


Modules


There are two types of modules in CANVaS, the Placement Modules (Current Caregiver and Residential Treatment Center) and those related to the child's needs and behaviors (Child Functioning).

Placement Modules

 * If appropriate, the Placement Modules are completed for both the Comprehensive and the Reassessment versions of the CANS.

 * The Current Caregiver Module should be completed if a child is in a setting such as a foster home or relative home with a caregiver other than the Planned Permanency Caregiver.

 * If the child is at home or living with the Planned Permanent Caregiver, the Current Caregiver Module does not need to be completed, because you are answering the questions in the Planned Permanency Caregiver section.

 * If the child is in a residential treatment program, the Residential Treatment Center (RTC) Module should always be completed.


Child Functioning Modules

The Child Functioning Modules are triggered by ratings on items in the "Life Domain", "Child Behavioral/Emotional Needs" and "Child Risk Behaviors" of the Comprehensive CANS. If you are completing a Reassessment, the modules do not need to be completed and will not appear (see below).

How and when to use (and when not to use) the Child Functioning Modules


Common errors are people not completing modules that have been triggered or completing unnecessary modules.

Comprehensive CANS

 * If you mark certain items with a rating of "1" or higher on the Comprehensive version in CANVaS, a trigger will appear, prompting you to complete a specific module.


You will not be able to close the assessment without completing this module.

For example, if you mark a "2" on the Runaway item in the Child Risk Behaviors Section, you will see a red prompt advising you to complete the Runaway Needs Module.

 * All of the child functioning modules will appear in the Comprehensive version. You only need to complete the ones that a rating has triggered.

For example, it appears that some raters are completing the Developmental Module when it has not been prompted, probably because it is the first of the Child Functioning Modules to appear in CANVaS.

*Reassessment CANS **IMPORTANT!!!!!!!!!!!!!!***


 * If you are completing a Reassessment, be sure to not only click on the "Reassessment" bubble, but also select "Reassessment CANS 5+" from the drop-down box. The modules are not required for a Reassessment and will not appear in this version. See the screen shot on the following page.

To add a Reassessment-

The screenshot shows a Microsoft Internet Explorer window titled 'CANVaS - Microsoft Internet Explorer'. The address bar displays 'https://canvas.csa.virginia.gov/Protected_Pages/AssessmentAdd.aspx'. The page content includes a left sidebar with links: Home, Documents, News, Logout, Consumer, Assessments (selected), and Reports. Below the sidebar, it says 'Version 1.0' and 'The CANVaS Help Desk can be emailed by following this link: [CANVaS Help Desk](#)'. The main content area is titled 'Add Assessment - Red Apple' and shows 'User: Carol W'. The form includes: 'Assessment Entry Mode' with radio buttons for 'Interview Mode' (selected), 'Rapid Entry Mode', and 'Data Entry Mode'; 'Assessment Date' with a text box containing '01/27/10'; 'Assessor' with a dropdown menu showing 'Wilson, Carol'; 'Reason for Assessment' with radio buttons for 'Initial', 'Reassessment' (selected), and 'Transition/Discharge'; and 'Select Assessment Tool' with a dropdown menu showing 'CANS Reassessment - 5+' (selected), 'CANS Comprehensive - 5+', and 'CANS Reassessment - 5+'. At the bottom of the form are 'Start Assessment' and 'Cancel' buttons. The status bar at the bottom shows 'Done' and 'Local intranet'.

Do not use the Comprehensive version and leave the modules blank.

Purpose of Child Functioning Modules

 When a rating of "1" or more prompts a module the assessor is indicating that there is some history or suspicion of the identified need/behavior and that some level of action is needed. **Consequently, a triggered module should not be completed with all zeroes.** The concern which caused the rating of "1" or more should be described by the use of the module.

